

**BY ORDER OF THE COMMANDER  
911TH AIRLIFT WING**

**911TH AIRLIFT WING INSTRUCTION  
91-201**



**8 MAY 2015**

***Safety***

**HANGAR DOOR OPERATION**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements Air Force Policy Directive (AFPD) 91-2, *Safety Program*, AFI 91-203, *Air Force Consolidated Occupational Safety Instruction, Aircraft Flight Line-Ground Operations and Activities*. It establishes procedures for the safe operation of mechanically and electrically operated hangar doors controlled by the 911th Airlift Wing (AW) and all collocated support activities. Specific procedures or technical orders, which incorporate the requirements of AFI 91-203, must be referenced during hangar door operation. A locally developed checklist titled "Hangar Door Operation" must also be used during all aspects of hangar door operation and training. Group commanders, squadron commanders, building custodians, supervisors, and trainers are responsible for ensuring the contents of this instruction and other related documents are strictly complied with. This publication applies to all personnel assigned to the 911 AW. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at [https://www.my.af.mil/afrims/afrims/afrims/rds/rds\\_series.cfm](https://www.my.af.mil/afrims/afrims/afrims/rds/rds_series.cfm). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change of Publication*. Route AF Forms 847 from the field through the appropriate functional chain of command. This publication may be supplemented at any level, but all direct supplements must be routed to the OPR of this publication for coordination prior to certification and approval. OR This publication may not be supplemented. See **Attachment 1** for a Glossary of References and Supporting Information.

## ***SUMMARY OF CHANGES***

A majority of this instruction has been revised and rewritten. Major changes include, updating of references from the obsolete AFOSHSTD to the new AFI 91-201, revising the hangar door checklist and incorporating a local checklist; and updating training codes.

### **1. General.**

1.1. This instruction is designed to prepare 911 AW personnel to safely and effectively perform hangar entry. Hangar Door Operation Qualification Training is mandatory for all personnel who operate hangar doors or require access through hangar doors, not personnel doors, in the performance of routine duties (work in hangar facilities, supply/equipment deliveries, aircraft cargo loading, 911th Civil Engineer Fire Protection Flight [911 MSG/CEF], 911th Security Forces Squadron [911 SFS], 911 CES Maintenance, Contracted Services, etc.). Hangar Door Awareness Training is given to those who need familiarization training as required. All personnel who routinely work in hangar facilities, regardless of Air Force Specialty Code (AFSC) or duties, must receive awareness training.

1.2. The 911th Maintenance Group hangar building managers with assistance of their immediate supervisors are responsible for publishing an operational hangar door checklist. This checklist must be posted at each electric hangar door control panel. This checklist will identify the safety and operational issues of hangar door operation. Checklist format will be approved by [911 MXG/MXQ] and incorporated into a LCL format (LCL911AW-40-3) for distribution.

1.3. Waiver Request. Units are not permitted to deviate from this instruction without receiving written approval from 911 MXG Commander (911 MXG/CC).

### **2. Requirements.**

2.1. Only qualified personnel approved by the squadron commander will be authorized to operate hangar doors. Operators will be thoroughly familiar with this operating instructions and precautions necessary for safe operation of hangar doors in accordance with (IAW) AFI 91-203, paragraph 24.14. Aircraft Hangar Operations.

2.2. Operational checkout of doors and safety features: squadron commanders will ensure all building custodians periodically check door operations IAW AFI 91-203, paragraph 24.14.8.7. Contact hangar building managers, Maytag x8581 and/or 911 AW Safety Office if unsure of requirements. All discrepancies noted during door operational checkout will be reported to Maytag Services work control at x8581. Additionally, Maytag Services preventive maintenance/inspection program should include annual inspections at a minimum.

2.3. Ensure minimum signage requirements outlined in AFI 91-203 are maintained.

2.3.1. Ensure **“DANGER”** sign is mounted next to all hangar/shelter door controls.

2.3.2. Hangar Door Control Danger Signs: A danger sign WILL be posted next to all hangar door controls. All sign dimensions and lettering WILL be according to AFI 91-203. Overall sign dimension WILL be 7 in. x 10 in. The narrative below the word **“DANGER”** WILL contain the following statement; “Only Qualified Personnel Authorized by Their Squadron Commander May Operate Hangar Doors IAW AFI 91-203”.

2.3.3. Hangar door/floor/bay danger signs WILL be painted/affixed on either the floor or hangar doors

2.3.4. Floor signs WILL be placed (inside and outside of each hangar door segment) just beyond the clear zone so they can be read when approaching the hazard area. All signs dimensions and lettering WILL be according to AFI 91-203. Overall sign dimensions WILL be 14-in x 20-in. The narrative below the word **“DANGER”** WILL contain the following statement; **“Hazardous Area – Stand Clear During Door Operation”**

2.3.5. Door signs WILL be placed (inside and outside of each hangar door segment) so they can be read when approaching the hazard area. All sign dimensions and lettering WILL be according to AFI 91-203 chapter 29. Overall sign dimensions WILL be 14-in x 20-in. The narrative below the word **“DANGER”** WILL contain the following statement **“Hazardous Area – Stand Clear During Door Operation”**.

2.3.6. Door bay/alcoves/well signs will be placed (inside and outside of the hangar) so they can be read when approaching the hazard area. All sign dimensions and lettering WILL be according to AFI 91-203. Overall sign dimensions WILL be 14-in x 20in. The narrative below the word **“DANGER”** WILL contain the following statement: **“KEEP OUT DURING DOOR OPERATION”**.

2.3.7. Ensure all hazards are identified. All areas that pose a potential pinch point or crush area must be marked to ensure no one enters the area during door operation.

2.3.8. Horizontal Pinch Hazards: a 5-ft clear zone running the entire length of door travel (excluding floor area inside door bays/alcoves/wells WILL be clearly marked on the floor with a minimum 3-inch yellow and black stripe.

2.3.9. Vertical Pinch Hazards: A 6-foot-high, 3-inch-wide, yellow and black striped marking will be applied vertically on both the inside and outside corners of each door segment.

2.3.10. Door Bays/Alcoves/Wells: a 6-foot-high, 3-inch-wide, yellow and black stripped marking WILL be applied vertically, both inside and outside of each door bay /alcove/well entrance.

2.3.11. A 3-inch-wide, yellow and black stripped marking WILL be applied on the floor (running the entire width) of the entrance of each door bay/alcove/well (door tracks/rails do not require marking).

2.3.12. Overhead (Tail) hangar doors will be fully opened before aircraft are taxied into the hangar. Horizontal main sliding doors will be opened to the maximum limit. Under normal conditions, powered hangar doors will always be opened to a width of at least 10 feet (personnel and equipment ingress and egress). For special operations, such as during extreme weather conditions, the door may be opened less than 10 feet only if the door control switch is locked off or out and remains locked out until the door can be opened to 10 feet or more or be closed. (See AFI 91-203, *chapter 21*, for lockout requirements.)

2.3.13. Ensure door control panels are marked appropriately. Directional arrows must be present and understandable IAW AFI 91-203, paragraph 24.14.8.2.2. Luminescent or reflective directional arrows will be placed adjacent to each switch and on horizontal

sliding doors to indicate the direction of door travel for each corresponding switch. A hinged cover should be installed over the closed switch to prevent inadvertent activation.

### **3. 911 AW Hangar Types.**

3.1. The 911 AW has two hangar types:

3.1.1. Electrical Hangar Doors.

3.1.2. Electrical Hangar Doors with manual tail enclosures.

3.2. Personnel must receive general awareness training followed by on the job training (OJT) from a qualified/appointed trainer before operating any hangar door. Personnel must be qualified on each hangar they operate.

### **4. Hangar Door Training Course Descriptions.**

4.1. Hangar Door Training is broken down into two categories:

4.1.1. Hangar Door Awareness Training – For personnel who work in hangar facilities, but who are not required to operate electric or manual doors. As a minimum, awareness training will be recurring (annually) and will include hangar door hazards and emergency procedures (nearest phone and 24-hour contact numbers).

4.1.2. Hangar Door Operation Qualification Training – For all personnel who operate electric or manual hangar doors. As a minimum, operation training will be conducted recurring (annually) and will include hangar door hazards, emergency procedures, and hangar door operations.

### **5. Training.**

5.1. Supervisor's responsibilities. Building custodians with the assistance of their immediate supervisors will prepare a written training plan for operating hangar doors, which comply with the requirements of AFI91-203 Chapter 24. The training plan will be used in conjunction with all classroom and hands-on training as a minimum. All training plans must be approved by the training flight, 911 MOF/MOXT.

5.2. All hangar door operation trainers will be identified in writing by the respective squadron commander. A signed copy of the letter will be kept in the work center.

### **6. Documentation.**

6.1. Three GO81 course codes will be used to identify and track hangar door training:

6.1.1. Hangar Door Awareness: SAFE 01101

6.1.2. Hangar Door Operation Qualification Training, Electric (Bldg. 416 & 417): PIT 000007

6.1.3. Hangar Door Operation Qualification Training, Electric with manual tail enclosures (Bldg. 129): PIT 000009.

6.2. Personnel will document hangar door training on AF Form 797, **Job Qualification Standard Continuation/Command JQS**, AF Form 55, **Employee Safety and Health Record**, or locally developed computer product. Maintenance personnel will document hangar door training in GO81.

6.3. The respective squadron commander will forward a letter to 911 AW/SE and 911 MXG/MXQ annually with a listing of all qualified personnel, stating what type of training they have received.

JEFFREY A. VAN DOOTINGH, Col, USAFR  
Commander

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 91-2, *Safety Program*, 24 Jul 2012

AFI 91-203, *Air Force Consolidated Occupational Safety Instruction*, 15 Jun 2012

AFMAN 33-363, *Management of Records*, 01 Mar 2008

LCL911AW-40-3, *Hangar Door Operations – Buildings 129, 416, and 417*, 20 Jun 2014

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*, 22 Sep 2009